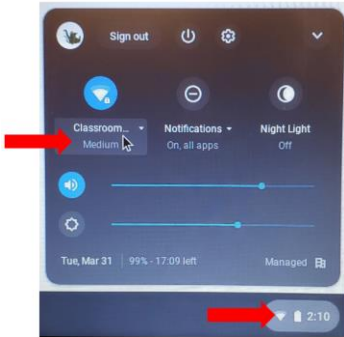# How to Connect a Laptop to the Hotspot

1. Remove the back cover of the device by lifting at the corner with your fingernail.

2. Insert the battery.
3. Hold the **Power** key for 3 seconds until all LED indicators illuminate in blue.

4. Sign in to the laptop by following the "How to Sign In to a Laptop and Email/Office Apps" handout.
5. Search for available WiFi networks by clicking the WiFi icon in the lower right hand corner.

6. Select the network name (SSID) that matches the name on the small label located on the inside of the back cover of the hotspot.

7. Enter the password that is listed on the small label located on the inside of the back cover of the hotspot.